

**Adams County Health & Human Services and
Veterans Service Board Amended Meeting Minutes
Health & Human Services Building – January 11, 2016**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Vice-Chair Jack Allen at 4:01 p.m.

Roll Call of Board Members: Present: Rocky Gilner, Teresa Harvey-Beversdorf, Robert Grabarski, Lori Djumadi, Fran Dehmlow and Jack Allen. Absent excused: Dr. Gannon & Deb Johnson-Schuh

Health & Human Services Staff: Diane Cable, Cindi Flynn, Kay Saarinen-Barr, Sarah Grosshuesch, Sherrie Manning, Wendy Pierce, Diane Osborn, Donna Richards, Kelly Oleson and Ruth Horndasch.

Also in attendance: County Manager, Thad Kubisiak, Personnel Director Marcia Kaye and Rick Carlson.

Veterans Services Staff: Steve Dykes

Approval of Agenda & Compliance with Open Meetings Law

Motion was made to approve the agenda by Djumadi/Gilner. Motion carried by UVV.

Approval of Minutes of December 14, 2015

Motion was made to approve the December 14, 2015 minutes by Grabarski/Harvey-Beversdorf. Motion carried by UVV.

Public Comment – None.

Correspondence – None.

Announcements – None.

Veterans Service

1. **Veterans Service Officer's Report November & December 2015.** Veterans Service Officer Dykes reviewed his written report for the Board.
2. **Review and approval of November 2015 Veterans Service Vouchers and Financial Report.** Veteran Services Officer Dykes stated that his budget should come in under budget by \$2,500 and that he will have his December 2015 report for the next regular Board Meeting in February. A motion was made by Djumadi/Harvey-Beversdorf to approve the

Veterans Service vouchers and financial reports for November 2015. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:08 p.m.

Health & Human Services

1. **Review & Approval November/December 2015 Health & Human Services Vouchers & Financial Report.** A brief discussion was held and a motion was made to approve the November/December 2015 Health & Human Services vouchers and financial report by Harvey-Beversdorf/Grabarski. Motion carried by UVV.
2. **Director's Report & Managers Narratives.** A written report was submitted to the HHS Board prior to the meeting. Director Cable added that the joint HHS/Property Committee Meeting did not take place regarding the ADRC State Contract. Supervisor Allen further explained that Property Committee Chair Repinski asked to meet with his committee first then to hold a joint meeting after. Supervisor Djumadi requested a copy of the ADRC State Contract. Supervisor Allen also inquired about returning 17 year olds to child court. Cable explained that nothing has happened yet but county partners involved are supportive. The program would not be discussed until the WCA addresses the bill and the cost to roll out. Supervisor Allen also asked Cable how in her report the HHS Department was still vulnerable. Cable explained that a 2nd in command is needed to maintain a stable environment but that work is ongoing to strengthen divisions.

Division Updates

ADRC Supervisor Grabarski asked ADRC Manager Richards how many people on average are served at all nutrition meal sites. Richards stated that the average is 40 people.

Behavioral Health Services BHS Manager Saarinen-Barr explained that to establish Crisis Stabilization she is working with Law Enforcement & Northwest Connections to come together to create a plan to divert hospitalizations.

Children & Family Services CFS Manager Oleson added that Social Worker interviews would be taking place this week. Supervisor Allen expressed concerns for the worker who was being threatened. Olsen explained that her division is supported by the Adams County Sheriff's Office and the District Attorney's Office. Staff also notify managers where they are when out of the office on a home visit.

Economic Support ES Manager Flynn added that the Capital Consortium added Sheboygan County to the Consortium. ES Staff have been very busy but it has not been out of control. Flynn announced that her Division is fully staffed with newer staff that are still in training.

Fiscal Services Fiscal Manager Pierce stated that the spreadsheet did not include WIMCR because the numbers need to be clarified with the State. The complete WIMCR report should be available for the February Board Meeting.

Long Term Support LTS Manager Osborn stated that her report was a 2015 summary of the LTS Division accomplishments. In 2016, an analysis will be done on elder and vulnerable adult referrals due to the many calls received for investigation.

Practical Cents PC Manager Manning distributed the Practical Cents final sales report that showed an increase of \$32,000 in sales in 2015. Manning also saw an increase of clients served this past year. Board Supervisors expressed their thanks for a job well done.

Public Health PH Officer Grosshuesch stated that she would be re-applying for the home visiting grant and that Sauk and Juneau Counties would maintain fiscal agent.

3. **Long Term Support: Update on Family Care for Adams Count.** Director Cable stated that an email would be sent to the State that that explains she is stepping down as Director and to contact LTS Manager Osborn in matters concerning Family Care. Cable and Osborn will be meeting to write out what Family Care might look like for Adams County and provide this information to the HHS Board at the February 8th Board meeting.
4. **Administration: Discussion regarding plan for Adams Count Drug Treatment Court & involvement of HHS.** Director Cable stated that a meeting will be scheduled in February. BH Manager Saarinen-Barr will be the HHS representative and coordinate efforts with the committee. The committee is working to identify a person to write the grant.

Supervisor Dehmlow left the meeting at 5:11pm.

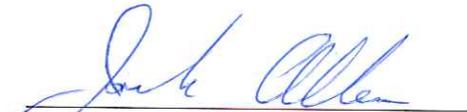
5. **Public Health: Presentation on Environmental Health Requirements.** Public Health Officer Grosshuesch presented a PowerPoint presentation that outlined state statues, the focus of environmental health programs and cost and time allocations that fund the programs. The Board of Health Options are to have Adams and Juneau counties remain in the commission or to dissolve the commission with counties operating independently. The Board briefly discussed the two options.
6. **Public Health: Discuss and/or approve continuation of involvement in the South Central Environmental Health Consortium.** A motion was made to approve the continuation of involvement with the South Central Environmental Health Consortium by Djumadi, there was no second. A motion was made to postpone the decision until the February 8, 2016 HHS Board Meeting by Gilner/Grabarski. Motion carried by UVV.
7. **Administration: Discuss and/or approve Behavioral Health Mental Health Therapist Position.** A motion was made to approve the Behavioral Health Mental Health AODA Therapist position by Djumadi/Harvey-Beversdorf. Motion carried by voice vote, 3 yes & 2 no. Voting no, Gilner & Grabarski; Excused, Gannon, Johnson-Schuh & Dehmlow.
8. **Administration: Discuss and/or approve Transition Plan for the Health & Human Services Director, due to resignation of current Director.** Director Cable deferred to

County Manager/Administrative Coordinator Kubisiak to inform the HHS Board what the proposed plan was regarding the Interim Director. Kubisiak informed the HHS Board that he hopes to have a plan by Friday, January 15, 2016 so there would be little disruption of the HHS Department. Kubisiak requested guidance from the HHS Board concerning the appointment. Personnel Director Kaye commented that several potential candidates have been contacted. After a brief discussion, Kubisiak asked the HHS Board if they would like to approve the appointment and be a part of the process. Supervisors Allen, Gilner, Harvey-Beversdorf & Djumadi would like Kubisiak to bring his recommendation to the HHS Board for approval, Supervisor Grabarski did not think it was necessary for the HHS Board to approve Kubisiak's recommendation. A Special HHS Board Meeting was requested for Tuesday, January 19, 2016 at 5:00 p.m. at the courthouse, Room A260 to discuss and/or act on the recommendation for the appointment for the interim HHS Director.

9. **Next Regular Meeting Date** – Monday, February 8, 2016 @ 4:00 p.m.

Motion to adjourn at 5:52 p.m. by Grabarski/Djumadi. Motion carried by UVV.

*These minutes have been approved by the committee.
Minutes respectfully submitted by Ruth Horndasch.*



Jack Allen –Chairperson



Ruth Horndasch – Recording Secretary